

# Position Description

<b>Position Title:</b>	Specialist Family Violence Advisor
<b>Reports to:</b>	Senior Mental Health Nurse
<b>Department:</b>	Nursing and Staff Development
<b>Directorate:</b>	Community Care & Mental Health & Chief Allied Health Officer
<b>Cost centre:</b>	H0856
<b>Code &amp; classification:</b>	Community Development Worker Class 3, Years 1 – 4 (YA55 – PW61)
<b>Employment conditions:</b>	Victorian Public Mental Health Services Enterprise Agreement 2025 – 2028 and its successors, and GV Health Policies and Procedures (and as varied from time to time)

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**GV Health is an equal opportunity employer and continually strives to build a diverse, equitable and inclusive workforce that reflects our community. We encourage applications from people of all backgrounds.**

Statements included in this position description are intended to reflect in general the duties and responsibilities of the position. It is not intended to be an exhaustive list of responsibilities, duties and skills required. GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).

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## POSITION SUMMARY

The implementation of the new Specialist Family Violence Advisor Initiative within clinical mental health services is part of the government response to the Royal Commission into Family Violence. The Specialist Family Violence Advisor in Mental Health will work across all Goulburn Valley Area Mental Health and Wellbeing Service Program areas to support the provision of an enhanced response to family violence.

The Specialist Family Violence Advisor will support capacity building within the mental health sector through providing specialist family violence expertise and advice on recognising and responding to family violence. The role will also play a leading role in supporting and strengthening networks and collaborations between services and across relevant sectors

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## RESPONSIBILITIES AND DUTIES

**The following duties are inclusive of but not limited to**

- Provide primary and secondary consultation to enhance family violence responses, including understanding and recognising the tactics of coercion, power and control that perpetrators use
- Participates in screening, risk assessment, safety planning and referral for consumers of the mental health service who are experiencing or at risk of experiencing family violence.
- Identify, establish and further develop intra- and inter-agency processes and practices that support high-quality responses to individuals and families experiencing family violence.
- Support the implementation of the Family Violence Information and the Child Information Sharing Schemes in mental health.
- Support joint work between mental health services and specialist family violence services to achieve better engagement with services for victim-survivors and perpetrators of family violence.

- Provide advice to mental health staff about consumers experiencing family violence to clarify relevant issues and give guidance and support on how to respond and appropriately refer for ongoing management.
- Development and maintenance of community resources relating to Family Violence
- Policy development, interpretation and implementation relating to Family violence and the MARAM framework
- Development and maintenance of networks;
- Liaison with community groups, other workers and professional, agencies and government;
- Assist mental health workers to understand and navigate the specialist family violence system.
- Maintain an in-depth knowledge of the specialist family violence support services in the local community
- Keep up-to-date information on family violence support services in the local area
- Provide a high-quality service to internal customers and consumers that reflects best practice and adds value to GV Health
- Assist the organisation in achieving clinical effectiveness by providing the appropriate systems, information or services to clinical areas

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## **PERSONAL QUALITIES AND CAPABILITIES**

- Understanding on how own emotions and feelings can impact performance.
- Assume responsibility for own learning needs.
- Demonstrate self-motivation to develop a high level of communication, teamwork and time management skills.
- Demonstrate self-motivation to develop the ability to adapt to meet multiple demands and prioritise workload.
- Demonstrate the ability to listen actively, respond sensitively and understand others' perspectives.
- Support the development of others by acting as a resource and assisting colleagues/students to grow and develop their skills.
- Work effectively as part of a team and model team qualities such as respect, helpfulness and cooperation.

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## **KEY SELECTION CRITERIA**

### **Formal Qualification(s) and Required Registration(s):**

- The field of social and community services including Social Work, Welfare Work or Youth Work
- An employee engaged in Community Development Work who holds a post-secondary qualification in Community Work, Community Education

### **Essential:**

- More than twelve months' experience in social or welfare work
- Demonstrated experience in effective partnerships with internal and external stakeholders, including information sharing processes and protocols
- Demonstrated increased workforce capability around identifying and responding to family violence
- Extensive knowledge and experience of risk assessment frameworks and the Best Interests Case Practice Model, in the context of family violence

- Significant experience working in family violence with knowledge of the mental health sector.
  - Demonstrated experience in inter-agency liaison, consultation and building partnerships with key stakeholders and relevant service sectors, particularly effective negotiation and problem solving in a multidisciplinary environment
  - Sound understanding of systems and how system change can be affected in different contexts
  - Highly developed written and oral communication skills including accurately recording data, correspondence, reporting and providing written and oral evidence as required
  - Working understanding of relevant legislation and how it impacts on family violence and, including but not limited to, the Mental Health Act 2014, the Family Violence Protection Act 2008, the Children, Youth and Families Act 2005, the Privacy and Data Protection Act 2014, the Health Records Act 2001, the Common Risk Assessment Framework (CRAF) and the Victoria Police Code of practice
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## **KEY PERFORMANCE INDICATORS**

### **Your performance will be measured through your successful:**

- Development and maintaining of collaborative relationships with all other teams and professionals;
  - Promoting and enabling of efficient teamwork and service provision both within the department and/or organisation and with other service providers;
  - Evidence of collaboration and development of effective partnerships with internal and external stakeholders, including information sharing processes and protocols
  - Local work plans and reporting requirements to DoH
  - Demonstrated increase in workforce capability around identifying and responding to family violence
  - Works within scope of practice
  - Attendance and active participation at meetings as required
  - 100% compliance with core competencies and training requirements as outlined in the GV Health Education Framework
  - Active participation in the Performance and Development review process
  - Ability to contribute to a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity
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## **AT GV HEALTH ALL STAFF ARE REQUIRED TO**

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
- Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines;
- Development and maintaining of collaborative relationships with all other teams and professionals;
- This role may from time to time deal with distress, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. GV Health staff are required to comply with all safety related training, look after the safety and well-being of themselves and each other, and actively foster a safe working environment;
- Maintain a safe working environment for yourself, your colleagues and members of the public;
- Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and the GV Health workforce;
- Contribute to organisational quality and safety initiatives;
- Observe and comply with child safe principles, standards and expectations of appropriate behaviour toward and in the company of children;

- Complete the mandatory training requirements as defined by GV Health and actively engage in the Performance Development Review process;
- Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public;
- Seek internal customer or consumer feedback and respond accordingly to identify areas of needs;
- Comply with requirement of National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements;
- Comply with the principles of patient and family centred care;
- Not smoke or vape on GV Health premises;
- Comply with immunisation requirements as per the Department of Health Victoria;
- Comply with all applicable to position pre-employment checks, which may include but is not limited to; police checks, working with children's check (WWCC), National Disability Insurance Scheme (NDIS), Aged Care screening requirements.

**ACCEPTANCE:**

I acknowledge and accept that this Position Description represents the general outline of duties, responsibilities and accountabilities that are expected of me in my employment in the position, and may not encompass every aspect of the position. I understand that The GV Health reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

I acknowledge and accept that I must complete and maintain all relevant pre-employment screening and checks for successful employment.

I acknowledge and accept that that I have read and fully understand this Position Description. I agree that I have the ability to fulfil the inherent requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.

I acknowledge I will be required to undertake the duties as set out in the position description (and any other duties as requested in accordance with my skills and experience) to the best of my ability and, at all times follow lawful direction.

By accepting the contract of employment, I am agreeing to duties and obligations within the Position Description.

**Community Care & Mental Health & Chief Allied Health Officer**

**Specialist Family Violence Advisor**

**Reviewed by:**

Senior Mental Health Nurse

**Issue Date:**

June 2026

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## ABOUT US

Goulburn Valley (GV) Health is a Regional Public Hospital and Health Service for the Hume Region of Victoria, with main campuses located at Shepparton, Tatura, Rushworth and Euroa. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional satellite sites are also located in Shepparton, Seymour, Benalla, Cobram, Echuca and Wodonga. GV Health provides a range of acute, subacute, mental health, aged, primary health and community services.

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## OUR PURPOSE

To significantly improve the health and wellbeing outcomes and experiences of the people and communities in our care.

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## OUR VALUES

GV Health's culture centres around our CREATE values and behaviours. Through these values and behaviours we commit to delivering ongoing quality healthcare for our community:



GV Health Vision and Values: [Values and Vision - GV Health](#)

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## OUR STRATEGIC PLAN

**The Goulburn Valley Health Strategic Plan 2024-2026 provides the direction for GV Health with our five strategic pillars being:**

- Health and Wellbeing Outcomes: Improve health and outcomes for the population in our region
- Community and Consumer Experience: Ensure everyone has an outstanding personalised experience
- Our Staff Experience: Our people feel connected, supported, safe and well
- Responsible Workplace: Be sustainable and efficient
- Health Equity: Embrace differences in how we design and deliver healthcare

GV Health Strategic Plan: [Strategic Plan 2024-2026 - GV Health](#)

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## FOR MORE INFORMATION

**Application tips:** [Application Tips - GV Health](#)

**GV Health:** <https://www.gvhealth.org.au/about/>

**Child Safety and Wellbeing:** [Child Safety and Wellbeing - GV Health](#)

**Living in Goulburn Valley:** [Goulburn | Regional Living Victoria](#)

**GV Community Connector:** [Community Connector Program for Businesses](#)